



**Lesser Slave Watershed Council
Board of Directors Meeting Minutes
April 9, 2020 – Online Zoom Meeting**

Present at meeting:

<u>Name</u>	<u>Sector Represented</u>
Meghan Payne	Executive Director
Todd Bailey	Swan River FN (Chair)
Tammy Kaleta	Recreation and Tourism (vice chair)
Lynn Smith	Peavine Metis Settlement
Jamie Bruha	Alberta Environment and Parks
Dean McKenzie	Oil & Gas Sector
Richard Simard	Big Lakes County
Brian Rosche	MD of Lesser Slave River
Pearl Lorentzen	Member at large
Jule Asterisk	NGO
Nicole St Jean	Forest Sector
Duane Nichols	Agriculture
Brian Gilroy	Town of High Prairie
Rebecca King	Town of Slave Lake

Regrets

Roderick Willer	Sucker Creek First Nation
Shane Knutson	Cottagers
Alyssa Blenager	Watershed Coordinator

Board Vacancies:

Commercial Fishermen, Trappers, First Nation X 3, East Prairie Metis Settlement

1. Call to order and Welcome

- Chair Todd Bailey called the meeting to order at 4:38pm with 13 logged in.

2. Adoption of April 9th, 2020 meeting agenda

- Meeting agenda emailed to BOD and in drop box.

Motion 19-22: Rosche/Smith– Motion to adopt the April 9, 2020 meeting agenda as presented.

CARRIED

3. Adoption of the Jan 23, 2020 meeting minutes

- January 23, 2020 draft minutes were emailed to the Board for review.

Motion 19-23: Rosche/Kaleta– Motion to approve the January 23, 2020 meeting minutes as presented.

CARRIED

4. Operational updates RE: Covid-19

- Meghan and Alyssa initially isolated for 10 days from March 17th and worked remotely, but are back in the office, with the office closed to the public.
- All in person meetings have been cancelled so we have subscribed to Zoom for April and May.
- Strategic Planning session had to be cancelled; we will reschedule it for the fall when we can meet in person again.
- GOA and Municipalities are using zoom to conduct meetings and adapting to new technology.

5. Treasurers report and financial updates

- Meghan emailed the January 15 – March 15 treasurers report to the Board on April 8th and shared it on the meeting screen.
- Our carry over into the 2020/21 fiscal year is \$80,000. We will not be penalized for this because of the delay in receiving the bulk of our 2019/20 operational grant (December 16th).
- Grant reports and annual summary of achievements are due to AEP on April 15th.
- Confirmation of ACA community grant for \$2,130 for a 2021 Kids Can Catch event.
- Town of High prairie provided \$1500 in support for 2020 and waived the \$105 administration fee on our payroll for the year, which is a \$1,260 saving.
- Outstanding 2020 funding requests at this time include:
 - Big Lakes County ASB \$15,000
 - Environmental Damages Fund \$35,280
 - Cardinal Energy \$5,000
 - MD of Lesser Slave River \$5,000
 - Town of Slave Lake \$5,000
- Town of Slave Lake has not provided any support since 2017; due to budgetary constraints. They have had to cut back several organizations in the community.
- Meghan is recommending that the LSWC make a donation to the LSFES in the amount of \$1,000, rather than a higher amount. All of the school programming and field trips have been cancelled, however making a small donation shows our commitment to the partnership and meets our requirement as a charity to disperse funds to another charitable cause.

Motion 19-24: Gilroy/Bruha Motion to approve the Jan 15 – March 15 treasurers report as presented.

CARRIED

6. 2020/21 operational plan and budget

- Meghan emailed the 2020/21 draft operational plan and budget to the board on April 8th and presented it on screen. It is also available in the LSWC board dropbox folder

- AEP staff have advised us to submit our business as usual work plan and budget right now, and when we do an interim report mid-year we can report changes in operations and budgets due to COVID restrictions.
- There may be a delay in receipt of grant funds again in 2020 due to the COVID pandemic but there will not be cuts to the approved Water for Life budget.
- Discussion re: Draft Operational Plan
 - add column to budget table to show pending and confirmed.
 - Allocate surplus revenue to IWMP implementation, with a note that further discussion is needed on priority work.

Motion 19-25: Asterisk/Lorentzen Motion to approve the April 8th 2020/21 operational plan and budget as amended for submission to AEP on April 15th, 2020.

CARRIED

7. Operational

a. AEP/ WPAC Workshop – March 3

- Meghan and Todd traveled to Spruce Grove for an AEP led WPAC meeting.
- WPACs were sent a document called GOA priorities for WPAC's ahead of the meeting for discussion. This doc can be found in the LSWC Board Dropbox.
- Priority actions and activities are broken down by categories of work:
 - Convener & collaborator
 - Monitoring and reporting
 - Planning and Policy
 - Education and Literacy

And indicate whether WPACs should be in a lead role, share the lead with AEP, or support.
- Presentations from GOA included:
 - Regional Land Use Planning Updates – the intent is to expedite the completion of the 5 remaining plans.
 - Transboundary Water Agreements
 - Science Based monitoring
 - Community based monitoring
 - Watershed Restoration and Resiliency Program – ending in 2021, last grants dispersed based on the Oct 2019 applications.
- Meghan's notes as well as the presentations from the day are in the LSWC drop box folder for the board to access.

b. WPAC Manager Meeting updates

- WPAC managers had an online meeting on April 7th.
- We are all adjusting to working at home and remotely. Many are having staff adapt programs and resources into online experiences.

- We were assured by AEP that there is not talk of grants being reallocated for COVID response, rather discussion about perhaps breaking payments up into 2 over the year to free up cash now.
- We are collectively working on developing more in depth performance indicators
- 2019/20 WPAC compendium is being prepared by the Milk River Watershed Council this year and should be ready for distribution by the end of May.
- The WPAC Education and Outreach staff have been meeting as a committee and are taking on joint projects that include: an updated WPAC brochure, standard watershed definitions for WPAC use and development of graphics.
- 2020 WPAC summit planned for August in Athabasca is now cancelled. They may try to reschedule for a fall or winter event, or move it to the summer of 2021.

c. Board Governance Manual

- Board had decided to wait until after our strategic planning session to finalize the document and approve it because we will be revising our vision, mission and will have new strategic goals.
- Final version is in the LSWC drop box folder.
- Executive director recommends approving this document and implementing it, and after we have the deliverables from our rescheduled strategic planning session we can update it then.

Motion 19-26: Simard/Gilroy Motion to approve the LSWC Board Governance Manual and implement it.

CARRIED

d. Alberta Water Council Updates

- Water for Life Implementation Review
 - Project team is seeking input from WPAC's on Water for Life implementation over the past 5 years.
 - WPAC rep on this project team is Morris Nesdol from the AWC
 - Meghan will provide feedback to them by April 23.
- Building Resiliency to Multi-Year Drought project
 - This project is wrapping up and WPACs have been asked to review the final deliverables and provide last feedback by April 24th.
 - WPAC rep on this project team was Tim Romanow from the Milk, and Suzanna Bruneau from the Battle.
- Current Statement of Opportunity being refined for a project to develop a toolkit to support source water protection planning.
 - Meghan has stepped forward to be involved in this project as it develops.
 - Toolkit is intended for use by municipalities, indigenous communities, water operators, or NGOs in collaboration with partners who manage water and waste water systems.

- If Directors would like more information on any of these projects, please talk to Meghan. Final project deliverables will be shared when they are available.

e. 2020 AGM

- The Government of Alberta has extended the requirement for non-profits AGM's by 6 months.
- Board will hold off on an AGM until September to have it face to face.

8. Project Updates

a. Watershed Planning

- 2020/21 workplan and budget being developed and a new contract will be developed with Palliser Environmental for Sandi to continue to support IWMP implementation and reporting.
- 2020 IWMP related work to include:
 - Swan Hills Arctic Grayling Stakeholder forum – fall 2020
 - IWMP implementation report that captures the work being done from 2018 to present. This will be summarized in the 2019/20 annual report and prepared as a stand alone document.
 - Continuing to work with AEP staff on watershed modeling, when the MIKE SHE model is updated the Board will be asked to provide input into the watershed management scenarios we run.
 - Engagement with Municipalities to determine how we can best support them in watershed management.
 - IWMP implementation committee meeting – date TBD

b. Watershed Resiliency

- March 19th Farm Water workshop had to be cancelled due to CIVID. We have about 20 participants registered so this is very disappointing.
 - It will be rescheduled at a later date.
 - Planning additional workshops and field tours will resume when allowed.
- LSWC staff are in training to be Environmental Farm Plan Technicians. Attended a day session in Grande Prairie, completed a practice EFP and submitted to our senior Tech, and participated in an online training event.
- Have received our WRRP grant for 2020-22 in the amount of \$71,000. The grant is allocated to delivery of land owner projects that will lead to improved watershed resiliency.
- The LSWC may support a portion of costs associated with implementing an ALUS projects in Big Lakes County, if the project meets desired watershed outcomes (eg. Off stream water solutions, riparian fencing, livestock crossings that reduce erosion, re vegetating bare riparian areas). These decisions will be made by the Executive Director once an ALUS project application has been reviewed and discussed by the ALUS Project Advisory Committee.

- For non ALUS projects - Producers need to complete an Environmental Farm Plan to participate.
 - An EFP makes a producer eligible to apply for a Canadian Ag. Partnership Grant. LSWC staff can support producers in completing the grant applications and doing the reporting.
 - After a CAP ask has been approved the LSWC will look at funding up to 50% of the remaining cost for project implementation.
- Meghan is working with the new ALUS Coordinator at BLC, Kendra Kozdroski to reach out to producers we have already engaged with and have them start their EFP, create a detailed project plan, and submit proposals to ALUS program for 2020.

c. Water Quality Monitoring

- Field sampling was set to start on April 14th but will be delayed to April 28th or the first week in May due to the amount of snow we have and when the rivers break up.
- Sondes have been serviced and calibrated by PINE environmental and calibration solutions have been ordered.
- Lab costs will not change with ALS for the 2020 year and bottle sets have been ordered.
- With additional funds from Plains Midstream we will be adding three additional metals sites in 2020/21.

9. Education and Outreach Updates

- All field trips and classroom presentations have been cancelled.
- High Prairie Gun show and Slave Lake Trade shows will not be going ahead.
- Have plans to develop “campfire” watershed talks for delivery at local campgrounds with families over the summer, if COVID permits.
- Watershed 101 webinar on April 15th has great registration numbers. Board will be sent a link to watch the webinar recording if they miss it.
- Alyssa is using Thinkific to create online watershed content
- Focus on social media and engaging an online audience for now.

10. Meeting Adjournment

Motion 19-27: Simard/Gilroy Motion to adjourn the meeting at 6:30pm.

CARRIED